



**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - AGENDA MEMO**

DATE: April 13, 2023	ITEM NO.	SUBJECT: Consider Ordinance to Amend Short Term Rental Code
Presented by: Town Administrator /Clerk		

The amended STR code has been presented and discussed at prior Board meetings. Subsequent to a year of data, below summarizes the changes going forward for short term rental regulations.

Currently, there are 49 licensed STR in the town – including 22 owner occupied with 9 accessory dwellings, and 26 non-owner occupied with 1 accessory dwelling.

Going forward, the following will apply, along with minor edits:

- all accessory dwelling on one parcel will require a conditional use
- cap limit on both license type – 10% cap on non-owner occupied (meaning roughly 112 license) and 5% on owner occupied
- fees will apply in full at initial application and renew 12 months later on anniversary date (similar to the town business license)
- updates made to the application, safety affidavit, provided by owner

Staff recommends approval of Ordinance 12-2023 and consider any issues annually.